

Quarterly-HPR-V LHRC Meeting Minutes

November 5, 2012

City of Norfolk Community Services Board
225 W. Olney Road, Norfolk, VA 23510-1523
(757) 823-1600

Committee Members Present:

Betty Morgan-Chair
Michael Hires-Secretary

Others present:

Stewart Prost, Office of Human Rights

Affiliates Present:

Associates at York, Inc., Yusef Benberu
Another Level Youth & Family Services, Ronnie Davis, Jr. and Shawndra Umbarger
Compassion House, D. Jan Brockman, Barbara Guess
Heart Havens, Inc., Tina Stephenson and Francis Usher
Lucas Lodge, Lisa Lucas-Burke and Jonquin Stringer
Norfolk CSB, Sandi Lee
Portsmouth Department of Behavioral Health, Gracie Taylor
Positive Connections, Inc., Lynward Wingfield
Tabb Healthcare, LLC, Jamie Tabb
Support Services of VA, Jeanne Cullison
Tidewater Youth Services Commission, Tim Heiler
V & V Adult Group Home, Vernon Johnson

Affiliates Not Present:

I. Call to Order – Betty Morgan called the meeting to order at 1:10 pm.

II. Introductions

III. Minutes – A quorum was not present. HPR-V LHRC met as a subcommittee.
The August 6, 2012 minutes were not reviewed.

IV. Public Comments-There were no public comments.

V. Regional Advocate Report –

In June, HPR-V LHRC voted to change from a seven member committee to a five member committee. The State Human Rights Committee voted to approve this change in their meeting held September 6, 2012.

HPR-V LHRC Committee members Marion Taylor and Adrienne Benjamin-Scott did not attend today's meeting. Mr. Prost conveyed Ms. Scott's apologies for her absence due to an emergency. Since there was no quorum, an HPR-V committee meeting will be scheduled soon.

There is still a vacant position on HPR-V. If the position is vacant past January 1, 2013, we will need a plan to fill that position. If the position remains vacant for one year, the SHRC can dissolve this committee. The committee needs a health care provider. Betty Morgan, Committee Chair, will complete her second term in June, 2013.

Mr. Prost reminded the affiliates quarterly reports need to be submitted to Stewart Prost and to the committee members two weeks prior to the LHRC meeting. The committee discussed the option of having affiliates mail the section of the quarterly reports that contain information about cases or bring that section to the quarterly meeting rather than send it in advance. The committee will vote on this issue when a quorum is present. Mr. Prost reminded the affiliates the first three pages of the quarterly report is a public document. He also reminded the affiliates not to respond with "NA" to items on page 3.

Mr. Prost reported there was a State Human Rights Committee meeting recently. There will be a training for LHRC members November 8 at Eastern State Hospital in Williamsburg. The training is targeted toward new LHRC members.

The annual seclusion and restraint form is due to Marion Greenfield January 15, 2013. The form is on the DBHDS website. The Provider Annual Report of Human Rights Activities is also due January 15, 2013. This form is also on the DBHDS website. In completing the annual report, add up all of the numbers for the year. Attach the four quarterly reports for the year to the annual report.

VI. Provider/Affiliate reports-

| AFFILIATE | ALLEGATIONS | FOUNDED ALLIGATIONS | COMPLAINTS | OTHER |
|---------------------------------------|--------------------|----------------------------|-------------------|--------------|
| Associates at York | 0 | 0 | 0 | |
| Another Level | 0 | 0 | 0 | |
| Compassion House | 0 | 0 | 1 | |
| Heart Havens, Inc. | 0 | 0 | 0 | |
| Lucas Lodge | 3 | 1 | 0 | |
| Norfolk CSB | 0 | 0 | 1 | |
| Portsmouth Dept. of Behavioral Health | 4 | 0 | 4 | |
| Positive Connections | 0 | 0 | 0 | |
| Support Services of VA | 4 | 0 | 0 | |
| Tidewater Youth Services Commission | 0 | 0 | 0 | |
| V & V Adult Group Home | 0 | 0 | 0 | |

VII. Old Business

There were no comments.

VIII. New Business

Tabb Healthcare, LLC requested affiliation with HPR-V LHRC. Tabb Healthcare, LLC provides comprehensive residential services in a 4 bedroom house for male and female clients, age 18 and above. ID is the primary diagnosis and clients can have a co-occurring mental health diagnosis. Jamie Tabb is the owner and an RN. The committee reviewed their program rules and their behavior management policies. The committee granted Tabb Healthcare, LLC affiliation pending full committee approval. The committee also approved the program rules and the behavior management policies pending full committee approval.

Support Services of Virginia presented information regarding the relocations of two of their homes, Faison Home and Armstrong Home.

The committee tentatively set the next HPR-V LHRC meeting for Monday, February 4, 2013. The remaining meeting dates for 2013 will be set by the full committee.

IX. The committee proceeded to Executive session at 1:40 pm, pursuant to Virginia Code § 2.2-371 (A), for the protection of privacy of individuals and their records in personal matters not related to public business, namely to review restrictive behavior plans presented by Lucas Lodge and a complaint from a resident of Compassion House.

The committee came out of executive session at 2:00pm. Each member certified that to the best of their knowledge that matters only lawfully exempted from open meeting requirements and only such matters for the protection of the privacy of individuals and their records in personal matters not related to public business were heard, discussed or considered.

Mr. Prost reported there were no changes to anything from Lucas Lodge and there was no carryover business.

The committee reconvened in open meeting. The committee received a freedom of information act training. The committee identified 11/11/2012 and 11/19/2012 as tentative dates for a full committee meeting. The absent members will be contacted to set the committee meeting date. Margaret Walsh will be notified once a committee meeting date is established.

The meeting was adjourned at 2:29pm.

Respectfully Submitted,
Tim Heiler